

COMMONWEALTH PORTS AUTHORITY
Position Description

GENERAL MAINTENANCE II
Terminal Maintenance - SIA

Code 604

Nature of Work

Responsible for performing routine terminal repairs and maintenance work and procedures associated with special projects.

This employee is responsible for performing repair and maintenance procedures and carrying out terminal repair and maintenance activities, including procedures associated with special projects. This class differs from the lower class in that the lower class performs similar procedures and works under the supervision of General Maintenance II.

Examples of Duties (Illustrative)

1. Performs general terminal repair and maintenance procedures.
2. Responds to emergency repair works.
3. Participates in inspecting terminal building complex areas on a daily basis and performs repairs to concrete fixtures, wooden structures, painting, glass windows and doors, signs, light fixtures and other components of the terminal facilities.
4. Performs repairs and maintenance work associated with special projects, i.e. office renovation, restroom plumbing repairs, conference room repairs, termite control treatment, power installations, woodwork, etc.
5. Applies procedures and manuals properly at the Terminal Maintenance Department.
6. Applies methods and techniques necessary for favorable results.
7. Participates in related airport training programs.
8. Complies with applicable OSHA regulations.
9. Performs other related duties as assigned.

Minimum Requirements of Work

1. Knowledge of general functions of the Terminal Maintenance Department.
2. Knowledge of CPA procedures.
3. Knowledge of approved practice and techniques of general maintenance, i.e. electrical, plumbing, masonry, carpentry, termite treatment.
4. Knowledge of applicable airport regulations.
5. Ability to apply the general principles of electricity, plumbing, masonry, carpentry and termite control.
6. Ability to establish and maintain a cooperative relationship with supervisors, personnel and other staff members.

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Minimum Qualifications

Any combination equivalent to graduation from high school (or G.E.D.) and a two (2) year degree or equivalent in certification in a related field from an accredited U.S. college or trade school with at least two (2) years of experience in construction firms or maintenance operations at airports, major hotels or resorts, or commercial buildings.

Shall have no record of felony or criminal conviction.

Pay Range

Pay Level: 5

Minimum: \$706.26 bi-weekly or \$8.83 per hour (PL 5/1).

Maximum: \$1,207.94 bi-weekly or \$15.10 per hour (PL 5/12).

Adopted by CPA Board on October 25, 1995.

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